

# Hot Jobs and Skills for Mercer County & New Jersey

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# The Big Picture



- New Jersey Workforce Trends & Challenges
- Key Industry Sectors & Occupations
- Mercer County Job Growth
- Key Jobs & Skills

# New Jersey Workforce Trends & Challenges

## NJ Trends & Challenges

- New knowledge-based economy marked by constant change and a drive toward continued innovation.
- Emerging skills are transforming New Jersey's traditional industries -- Retail, Manufacturing, Health Care -- not just hi-tech sectors such as BioTechnology.
- “Basic skill” requirements of even low-level job openings are increasingly complex.



# NJ Workplace Trends

- **1. The increasing competitive advantage of firms that successfully harness knowledge and innovation:** Successful employers hire skilled workers, capture employee knowledge, and allow the pace of innovation to reshape job responsibilities. Large firms create new jobs to foster knowledge-sharing and innovation.
- **2. The decentralization of business operations and management:** Non-essential functions are outsourced. Place more responsibility on frontline workers. Turn to cross-industry project networks using contractors, virtual employees, and other non-traditional workers.
- **3. A growing reliance on technology to increase workplace efficiency and to train workers:** The Internet and other information technology gives individuals more control. They simplify or eliminate job tasks, but often compel many workers to improve their skills in order to perform more complex tasks.

## NJ Workplace Trends

- **4. Increasing diversity in the workplace:** Increase of older workers and minority workers adds complexity to workplace interactions, and compels frontline workers and managers to find new ways to communicate and collaborate.
- **5. Increasing employer concern over security, privacy, and ethics issues:** Terrorism, fraud, and other threats lead to expanded job descriptions with more responsibility for monitoring and ethics.
- **6. Changing business processes in response to new patterns of regulation:** Whether regulations are added or removed, there are long- or short-term increases in skill levels needed to perform affected jobs.

# Changing Skill Needs

- **Adaptability skills**

Workers must act independently and adapt quickly to changing business situations through critical thinking, problem-solving, managing change, and applying lifelong learning skills. Must embrace “flexible role orientation” to transition successfully into new job roles.

- **Information management, communication, relationships**

Workers must gather, prioritize, analyze, and present information effectively using a variety of media. Cultural sensitivity, verbal and written communication skills, and presentation skills are especially important, as are teamwork, group facilitation, networking

These are key to managing relationships and improving the flow of knowledge throughout the organization and to key stakeholders.





# Changing Skill Needs

- **Interdisciplinary skills**

Even workers with a strong technical specialty may need strong skills in other technical and business disciplines (i.e. scientists and engineers with entrepreneurial skills).

- **Business skills**

Emphasis on project management and marketing skills to commercialize innovative products and services. Also, entrepreneurial, basic finance, sales, and management skills, especially the ability to manage “virtual” workers.





# Changing Skill Needs

- **Math/science/engineering/technology skills**

Need some level of technical knowledge in the company's target discipline, ability to learn new technologies. Must increasingly use distance learning and other computer-based technology training

## Summary

Future jobs blend technical knowledge with cognitive and interpersonal skills.

Employees must be less “task oriented” and more “goal oriented.”

Must develop basic academic, workplace readiness, (punctuality, appropriate dress, etc.), and job-specific technical skills.

# Workforce Challenges

- Mismatch between skill needs of employers ...and skills of job seekers
- Skill requirements are increasing ...and changing rapidly
- Aging incumbent workforce
- Loss of institutional knowledge as veteran workers retire
- Skill shortages drive costly bidding war for talent
- Absence of a regular “pipeline” for new talent
- School/Parent bias toward 4-year college option



# Key Industry Sectors & Occupations

## Ready for the Job Reports

- - Health Care
- - Construction
- - Hospitality/Tourism
- - Manufacturing
- - Utilities/Infrastructure
- - Finance
- - Information Technology
- - Transportation



Available online from [www.njnextstop.org](http://www.njnextstop.org) and  
[www.heldrich.rutgers.edu](http://www.heldrich.rutgers.edu)

# Key Industry Sectors & Occupations



High-demand occupations reflect common cross-industry skills:

- Math & Technology Skills
- Teamwork and Communications Skills
- Problem-Solving/Critical Thinking Skills
- Entrepreneurship/Business Skills

# Mercer County Job Growth

# Mercer County Workforce

- Population (2006): 368,000
- Employment (2006): 243,000
- Average Job Growth (2002-2006): 5,000/year

## Growth Sectors (2001-2006):

|                        |      |
|------------------------|------|
| Construction           | +13% |
| Prof/Business Services | +15% |
| Finance                | +20% |
| Hospitality            | +27% |

Source: *Central Regional Community Fact Book--Mercer*; NJ  
Dept of Labor & Workforce Development - Division of  
Labor Market & Demographic Research, December 2007





# Mercer County Job Growth, 2004-2014

|        |  |  |  |        |
|--------|--|--|--|--------|
| 000000 | Total Employment, All Jobs                       |  |  | 26,750 |
|        |  |  |  |        |
| 620000 | Health Care and Social Assistance                |  |  | 5,100  |
|        |  |  |  |        |
| 920000 | State Government                                 |  |  | 3,950  |
|        |  |  |  |        |
| 560000 | Administrative Sup. & Waste Mgmt and Remediation |  |  | 3,800  |
|        |  |  |  |        |
| 440000 | Retail Trade                                     |  |  | 2,900  |
|        |  |  |  |        |
| 720000 | Accommodation and Food Services                  |  |  | 2,350  |
|        |  |  |  |        |
| 540000 | Professional, Scientific, and Technical Services |  |  | 2,300  |
|        |  |  |  |        |
| 810000 | Other Services (Except Government)               |  |  | 1,600  |
|        |  |  |  |        |
| 610000 | Educational Services                             |  |  | 1,550  |

Note: Employment data are rounded to the nearest fifty. Percentages and percent changes are based on unrounded data

**Source:** NJ Department of Labor and Workforce Development, Labor Market & Demographic Research, Occupational & Demographic Research, February 2007

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| Naics code | Naics Title                                      | Employment 2004 | Employment 2014 | Employment | Annual Average Percent Change | Total Percent Change |
|------------|--|-----------------|-----------------|------------|-------------------------------|----------------------|
| 000000     | Total Employment, All Jobs                       | 226,750         | 253,500         | 26,750     | 1.1                           | 11.8                 |
|            |  |                 |                 |            |                               |                      |
| 620000     | Health Care and Social Assistance                | 23,350          | 28,450          | 5,100      | 2.0                           | 21.8                 |
|            |  |                 |                 |            |                               |                      |
| 920000     | State Government                                 | 40,350          | 44,300          | 3,950      | 0.9                           | 9.8                  |
|            |  |                 |                 |            |                               |                      |
| 560000     | Administrative Sup. & Waste Mgmt and Remediation | 12,300          | 16,100          | 3,800      | 2.7                           | 30.7                 |
|            |  |                 |                 |            |                               |                      |
| 440000     | Retail Trade                                     | 21,000          | 23,900          | 2,900      | 1.3                           | 13.8                 |
|            |  |                 |                 |            |                               |                      |
| 720000     | Accommodation and Food Services                  | 12,000          | 14,350          | 2,350      | 1.8                           | 19.8                 |
|            |  |                 |                 |            |                               |                      |
| 540000     | Professional, Scientific, and Technical Services | 19,650          | 21,900          | 2,300      | 1.1                           | 11.6                 |
|            |  |                 |                 |            |                               |                      |
| 810000     | Other Services (Except Government)               | 7,900           | 9,450           | 1,600      | 1.9                           | 20.2                 |
|            |  |                 |                 |            |                               |                      |
| 610000     | Educational Services                             | 16,800          | 18,400          | 1,550      | 0.9                           | 9.3                  |

# Mercer Employers Adding Jobs

| Naics code | Naics Title                             | Employment 2004 | Employment 2014 | Employment | Annual Average Percent Change | Total Percent Change |
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|            |   |                 |                 |            |                               |                      |
| 620000     | Health Care and Social Assistance       | 23,350          | 28,450          | 5,100      | 2.0                           | 21.8                 |
| 621000     | Ambulatory Health Care Services         | 6,900           | 8,600           | 1,700      | 2.2                           | 24.3                 |
| 624000     | Social Assistance                       | 4,050           | 5,550           | 1,500      | 3.2                           | 37.5                 |
| 623000     | Nursing and Residential Care Facilities | 3,500           | 4,500           | 1,000      | 2.5                           | 28.4                 |
| 622000     | Hospitals                               | 8,900           | 9,850           | 900        | 1.0                           | 10.3                 |

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|            |   |                 |                 |            |                               |                      |
| 920000     | State Government                                    | 40,350          | 44,300          | 3,950      | 0.9                           | 9.8                  |
| 929200     | State Government, Excluding Education and Hospitals | 35,650          | 38,450          | 2,800      | 0.8                           | 7.8                  |
| 926200     | State Government, Hospitals                         | 2,200           | 2,950           | 750        | 3.0                           | 34.3                 |
|            |   |                 |                 |            |                               |                      |
| 560000     | Administrative Sup. & Waste Mgmt and Remediation    | 12,300          | 16,100          | 3,800      | 2.7                           | 30.7                 |
|            |   |                 |                 |            |                               |                      |
| 440000     | Retail Trade  | 21,000          | 23,900          | 2,900      | 1.3                           | 13.8                 |
| 445000     | Food and Beverage Stores                            | 5,350           | 6,350           | 1,000      | 1.7                           | 18.6                 |
| 444000     | Bldg Material & Garden Equipment & Supplies Dealers | 1,850           | 2,300           | 500        | 2.4                           | 26.5                 |

# Mercer Employers Adding Jobs

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|            |  |                 |                 |            |                               |                      |
| 720000     | Accommodation and Food Services                  | 12,000          | 14,350          | 2,350      | 1.8                           | 19.8                 |
| 722000     | Food Services and Drinking Places                | 10,650          | 13,000          | 2,350      | 2.0                           | 22.0                 |
| 721000     | Accommodation                                    | 1,350           | 1,400           | 50         | 0.2                           | 1.9                  |
|            |  |                 |                 |            |                               |                      |
| 540000     | Professional, Scientific, and Technical Services | 19,650          | 21,900          | 2,300      | 1.1                           | 11.6                 |
| 541000     | Professional, Scientific, and Technical Services | 19,650          | 21,900          | 2,300      | 1.1                           | 11.6                 |

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|            |   |                 |                 |            |                               |                      |
| 810000     | Other Services (Except Government)              | 7,900           | 9,450           | 1,600      | 1.9                           | 20.2                 |
| 813000     | Religious, Grantmaking, Civic, Professional Org | 4,800           | 6,050           | 1,250      | 2.3                           | 25.6                 |
| 812000     | Personal and Laundry Services                   | 1,800           | 2,050           | 250        | 1.4                           | 14.5                 |
| 811000     | Repair and Maintenance                          | 1,300           | 1,400           | 100        | 0.8                           | 8.4                  |
|            |   |                 |                 |            |                               |                      |
| 610000     | Educational Services                            | 16,800          | 18,400          | 1,550      | 0.9                           | 9.3                  |
| 611000     | Educational Services                            | 16,800          | 18,400          | 1,550      | 0.9                           | 9.3                  |

**Source:** NJ Department of Labor and Workforce Development, Labor Market & Demographic Research, Occupational & Demographic Research, February 2007

# Mercer Workforce Challenges

- Impact of economy on:  
Construction, Finance, Retail  
& Hospitality
- Impact of State Budget on:  
Public and private health  
care facilities  
  
Government hiring  
  
Prof/Business Services





# Key Jobs & Skills

# Future Job Openings

|          |  | Change: 2004-2014 |      | Annual Average Job Openings |        |              |
|----------|--|-------------------|------|-----------------------------|--------|--------------|
| Soc Code | Occupation   | Number            | %    | Total                       | Growth | Replacements |
| 291111   | Registered Nurses  | 1,400             | 25.2 | 260                         | 140    | 120          |
| 131199   | Business Operations Specialists                            | 1,200             | 24.7 | 200                         | 120    | 80           |
| 412031   | Retail Salespersons  | 950               | 16.3 | 300                         | 90     | 210          |
| 434051   | Customer Service Representatives                           | 800               | 21.9 | 130                         | 80     | 50           |
| 372011   | Janitors and Cleaners, Except Maids/ Housekeeping Cleaners | 750               | 17.5 | 160                         | 80     | 80           |
| 35031    | Waiters and Waitresses                                     | 650               | 21.3 | 230                         | 70     | 160          |
| 311012   | Nursing Aides, Orderlies, and Attendants                   | 600               | 20.5 | 90                          | 60     | 40           |

# Future Job Openings

|          |  | Change: 2004-2014 |         | Annual Average Job Openings |        |              |
|----------|--|-------------------|---------|-----------------------------|--------|--------------|
| Soc Code | Occupation   | Number            | Percent | Total                       | Growth | Replacements |
| 37-3011  | Landscaping and Groundskeeping Workers                             | 500               | 20.1    | 110                         | 50     | 60           |
| 35-3021  | Combined Food Preparation and Serving Workers, Including Fast Food | 500               | 22.7    | 150                         | 50     | 100          |
| 11-1021  | General and Operations Managers                                    | 500               | 16.2    | 100                         | 50     | 60           |
| 41-2011  | Cashiers   | 450               | 9.5     | 270                         | 40     | 230          |
| 25-9041  | Teacher Assistants   | 400               | 15.9    | 90                          | 40     | 50           |
| 23-1011  | Lawyers  | 400               | 12.9    | 80                          | 40     | 40           |
| 25-2011  | Preschool Teachers, Except Special Education                       | 400               | 40.0    | 50                          | 40     | 10           |

# Future Job Openings

| Soc Code | Occupation   | Change: 2004-2014 |         | Annual Average Job Openings |        |              |
|----------|--|-------------------|---------|-----------------------------|--------|--------------|
|          |  | Number            | Percent | Total                       | Growth | Replacements |
| 31-1011  | Home Health Aides                                      | 400               | 51.9    | 50                          | 40     | 10           |
| 11-9199  | Managers, All Other                                    | 350               | 6.8     | 140                         | 40     | 100          |
| 53-7062  | Laborers and Freight, Stock, and Material Movers, Hand | 350               | 13.7    | 120                         | 40     | 90           |
| 15-1051  | Computer Systems Analysts                              | 350               | 24.1    | 50                          | 40     | 20           |
| 39-9011  | Child Care Workers                                     | 350               | 19.6    | 80                          | 30     | 50           |
| 15-1031  | Computer Software Engineers, Applications              | 350               | 40.1    | 40                          | 30     | 10           |

**Source:** NJ Department of Labor and Workforce Development, Labor Market & Demographic Research, Occupational & Demographic Research, February 2007

## Other High Demand Jobs

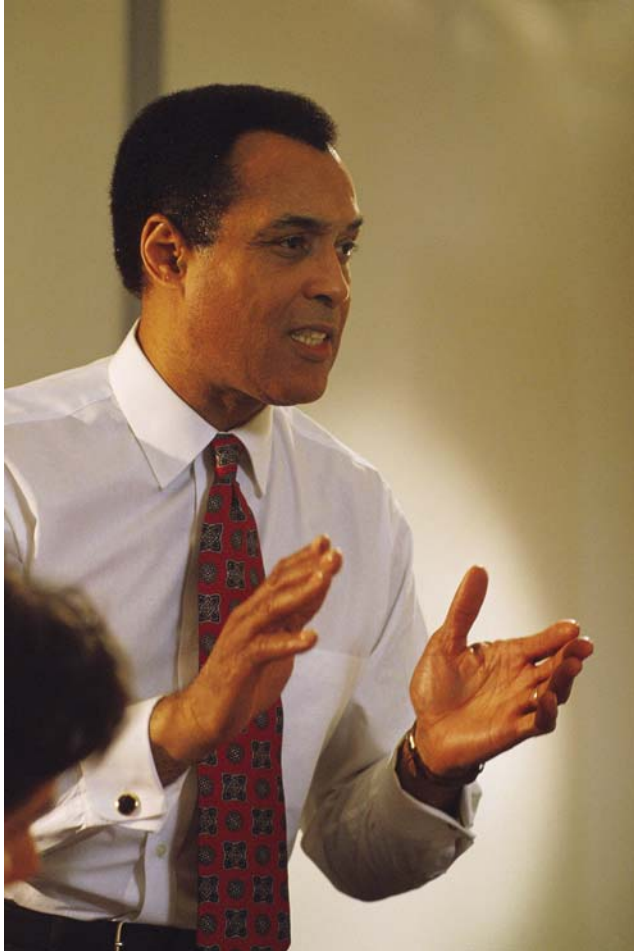
Annual  
Openings  
2004-2014

|                        |     |
|------------------------|-----|
| Office Clerks          | 160 |
| Secretaries            | 120 |
| Stock Clerks           | 100 |
| First-line Supervisors | 90  |

**Source:** *Central Regional Community Fact Book* -- Mercer; NJ Dept of Labor & Workforce Development - Division of Labor Market & Demographic Research, December 2007



# High Demand Career Pathways



- Health Technology Services
- Business Analysis & Marketing
- Audio/Video Technologies
- IT Network Systems
- Early Childhood Development

Source: *A Guide to Labor Demand Occupations in NJ*, NJ Department of Labor & Workforce Development

## Detailed Skill Profiles



O\*NET accessed through the  
NJ Department of Labor & Workforce  
Development:

[www.wnjp.state.nj.us](http://www.wnjp.state.nj.us)

or Occupational Information Network:

<http://online.onetcenter.org>

**Ready for the Job Series**

NJ State Employment & Training  
Commission

[www.njnextstop.org](http://www.njnextstop.org)

[www.heldrich.rutgers.edu](http://www.heldrich.rutgers.edu)



## Next Steps

### › CareerConnections‹

- Business-Education Partnerships
- Regional Skill Inventories
- Accelerated Degree Programs
- Real World Curriculum (What I Do, I Know)





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